

Circuit Court

MISSION STATEMENT

The mission of the Circuit Court is to serve the Sixth Judicial Circuit residents in the determination of litigation in serious criminal matters and more substantive civil cases in accordance with the Constitution; to administer justice in a fair, timely, and efficient manner; and to adjudicate domestic and child support cases.

BUDGET OVERVIEW

The total recommended FY05 Operating Budget for the Circuit Court is \$9,925,690, an increase of \$384,910 or 4.0 percent from the FY04 Approved Budget of \$9,540,780. Personnel Costs comprise 79.4 percent of the budget for 99 full-time positions and 15 part-time positions for 103.2 workyears. Operating Expenses account for the remaining 20.6 percent of the FY05 budget.

PROGRAM CONTACTS

Contact Pamela Harris of the Circuit Court at 240.777.9100 or Edmond M. Piesen of the Office of Management and Budget at 240.777.2764 for more information regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Adjudication of Criminal, Civil, & Family Cases

The Circuit Court's primary function is the adjudication of criminal, civil, and family cases. This program conducts hearings, court trials, and jury trials for civil, criminal, and child support cases and provides public information services for criminal and civil case loads. The following activities support this program: Case Assignment, Adjudication, Jury Administration, Domestic Relations, Technical Services, Administration, Custody and Investigations, Law Library, and the Trust Office.

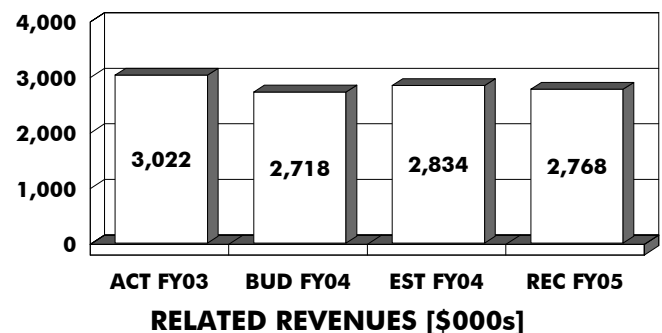
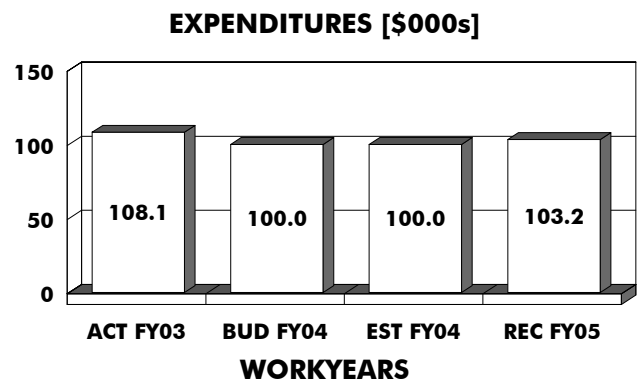
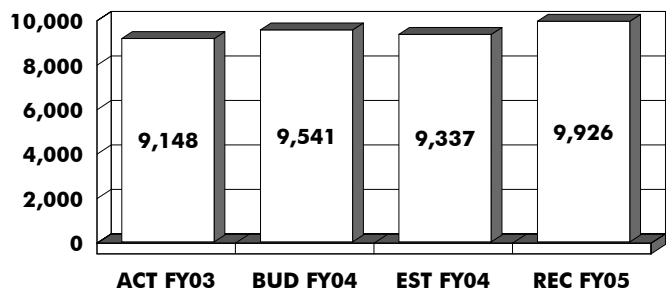
FY05 Recommended Changes

	Expenditures	WYs
FY04 Approved	7,759,280	75.5
Add: Barcode readers	8,000	0.0
Add: Drug Court Coordinator	75,680	0.8
Increase Cost: Interpreters	50,000	0.0
Increase Cost: Decrease lapse	164,020	2.9
Increase Cost: Copier rental	20,910	0.0
Decrease Cost: Elimination of one-time items approved in FY04	-89,500	0.0
Decrease Cost: Annualization of FY04 lapsed positions	-37,810	0.0
Decrease Cost: Central duplicating/printing	-9,000	0.0
Decrease Cost: Postage costs	-5,000	0.0

Program Summary

	Expenditures	WYs
Adjudication of Criminal, Civil, & Family Cases	7,982,140	76.7
Differentiated Case Management (DCM)	377,370	5.0
Family and Juvenile Support Services	1,566,180	21.5
Totals	9,925,690	103.2

Trends



Decrease Cost: Non-metropolitan travel	-5,000	0.0
Eliminate: Master position	-75,340	-0.5
Shift: Two Office Assistant positions to Differentiated Case Management	-136,610	-2.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, and changes due to staff turnover	262,510	0.0
FY05 CE Recommended	7,982,140	76.7

Differentiated Case Management (DCM)

Differentiated Case Management (DCM) is a concept designed to improve the efficiency of case processing and reduce the demand for judicial intervention at every phase of litigation. DCM achieves these goals by the early differentiation of cases entering the justice system in terms of the nature and extent of judicial/justice system resources they will require. Each case is assigned to the appropriate case track established within the court system that allows for the performance of pre-trial tasks and allocates the appropriate level of judicial and other system resources, minimizing processing delays. Established mechanisms avoid multiple court appearances and assure the timely provision of resources for the expeditious processing and resolution of cases on each track.

Civil DCM accomplishes the following: reduces the need for multiple hearings and continuances; evaluates required resources at earlier stages of processing to better define services required for case disposition; and coordinates and improves case processing by allowing staff an opportunity to respond in a timely manner.

Criminal DCM reduces demands for court-related and extra judicial services; decreases jail population by shortening stays at the County Detention Center, both at the pretrial and post-conviction stage; and decreases police overtime hours by reducing unnecessary court appearances by Police staff.

FY05 Recommended Changes

	Expenditures	WYs
FY04 Approved	215,320	3.0
Shift: Two Office Assistant positions from Adjudication of Criminal, Civil, and Family Cases	136,610	2.0
Miscellaneous adjustments, including negotiated compensation changes, employee benefit changes, and changes due to staff turnover	25,440	0.0
FY05 CE Recommended	377,370	5.0

Family and Juvenile Support Services

The Circuit Court Family and Juvenile Support Services program is responsible for providing the means by which litigants become aware of their rights and responsibilities through access to information that will assist them with judicial proceedings. An integral part of the mission is to develop support services so that the process lessens conflict and introduces litigants to problem-solving techniques to reduce future family relations litigation.

This program is designed to: 1) protect and serve the best

interests of the children and families; 2) develop appropriate support services such as Alternative Dispute Resolution techniques to reduce conflict; 3) facilitate consistent rulings in family matters; 4) provide continuity of case management by case assignment to Case Managers, Masters and/or a Judge; and 5) employ differentiated case management techniques to assist in the timely resolution of issues.

FY05 Recommended Changes

	Expenditures	WYs
FY04 Approved	1,566,180	21.5
FY05 CE Recommended	1,566,180	21.5

The anticipated grant award date for the FY04 Family Law grant is June 2004. Once the final award is received, funds will be appropriated accordingly.

BUDGET SUMMARY

	Actual FY03	Budget FY04	Estimated FY04	Recommended FY05	% Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	4,818,767	4,811,770	4,604,960	5,067,160	5.3%
Employee Benefits	1,286,704	1,322,010	1,293,160	1,476,940	11.7%
County General Fund Personnel Costs	6,105,471	6,133,780	5,898,120	6,544,100	6.7%
Operating Expenses	1,452,924	1,840,820	1,806,510	1,815,410	-1.4%
Capital Outlay	0	0	0	0	—
County General Fund Expenditures	7,558,395	7,974,600	7,704,630	8,359,510	4.8%
PERSONNEL					
Full-Time	102	82	82	83	1.2%
Part-Time	8	8	8	7	-12.5%
Workyears	89.8	78.5	78.5	81.7	4.1%
REVENUES					
Circuit Court Domestic Relations Fee	238,766	0	0	0	—
Juror Fees State Reimbursement	403,355	400,000	400,000	400,000	—
Masters Salary Reimbursement	586,540	552,000	552,000	552,000	—
Interpreter Fees State Reimbursement	204,257	200,000	250,000	250,000	25.0%
County General Fund Revenues	1,432,918	1,152,000	1,202,000	1,202,000	4.3%
GRANT FUND MCG					
EXPENDITURES					
Salaries and Wages	1,028,797	1,237,430	1,101,190	1,033,760	-16.5%
Employee Benefits	285,894	328,750	361,040	307,530	-6.5%
Grant Fund MCG Personnel Costs	1,314,691	1,566,180	1,462,230	1,341,290	-14.4%
Operating Expenses	275,107	0	155,770	224,890	—
Capital Outlay	0	0	14,120	0	—
Grant Fund MCG Expenditures	1,589,798	1,566,180	1,632,120	1,566,180	—
PERSONNEL					
Full-Time	12	16	16	16	—
Part-Time	9	8	8	8	—
Workyears	18.3	21.5	21.5	21.5	—
REVENUES					
Family Law Grant	1,586,780	1,566,180	1,632,120	1,566,180	—
Local Law Enforcement Block Grant (LLEBG)	2,452	0	0	0	—
Grant Fund MCG Revenues	1,589,232	1,566,180	1,632,120	1,566,180	—
DEPARTMENT TOTALS					
Total Expenditures	9,148,193	9,540,780	9,336,750	9,925,690	4.0%
Total Full-Time Positions	114	98	98	99	1.0%
Total Part-Time Positions	17	16	16	15	-6.2%
Total Workyears	108.1	100.0	100.0	103.2	3.2%
Total Revenues	3,022,150	2,718,180	2,834,120	2,768,180	1.8%

FUTURE FISCAL IMPACTS

Title	CE REC. FY05	FY06	FY07	(\$000's) FY08	FY09	FY10
This table is intended to present significant future fiscal impacts of the department's programs.						
COUNTY GENERAL FUND						
Expenditures						
FY05 Recommended No inflation or compensation change is included in outyear projections.	8,360	8,360	8,360	8,360	8,360	8,360
Annualization of Positions Approved in FY05 New positions in the FY05 budget are generally assumed to be filled at least two months after the fiscal year begins. Therefore, the above amounts reflect annualization of these positions in the outyears.	0	18	18	18	18	18
Elimination of One-Time Items Approved in FY05 Items recommended for one-time funding in FY05, including purchase of barcode readers (\$8,000), will be eliminated from the base in the outyears.	0	-8	-8	-8	-8	-8
Labor Contracts These figures represent the annualization of FY05 increments, general wage adjustments, and associated benefits. Estimated compensation (e.g., general wage adjustment and service increments) for personnel are included for FY06 and beyond.	0	369	769	840	840	840
Subtotal Expenditures	8,360	8,739	9,139	9,210	9,210	9,210

CIRCUIT COURT

PROGRAM:

Management and Adjudication of Criminal Cases

PROGRAM ELEMENT:
PROGRAM MISSION:

To administer justice in a fair, timely, and efficient manner when adjudicating criminal matters

COMMUNITY OUTCOMES SUPPORTED:

- Provide for fair and timely administration of justice
- Foster respect for the law
- Ensure the safety of all citizens

PROGRAM MEASURES

	FY01 ACTUAL	FY02 ACTUAL	FY03 ACTUAL	FY04 BUDGET	FY05 CE REC
Outcomes/Results:					
Criminal cases sentenced	2,964	2,798	1,704	2,798	2,798
Criminal cases terminated (resolved) ^a	6,842	6,850	5,795	6,850	6,850
Service Quality:					
Average time to dispose of criminal cases ^b (days)					
Track 0 - No discovery/hand gun charge (<i>target - 46 days</i>) ^c	87	66	82	46	46
Track 1 - Jury demands and appeals (<i>target - 57 days</i>)	53	51	43	57	57
Track 2 - Locally incarcerated (<i>target - 72 days</i>)	95	99	96	72	72
Track 3 - Routine criminal on bond status (<i>target - 116 days</i>)	113	99	97	116	116
Track 4 - Complex issues: expected trial duration 3+ days (<i>target - 127 days</i>)	158	176	163	127	127
Overall average time for disposition of criminal cases (<i>target - 180 days</i>)	70	68	74	180	180
Efficiency:					
Cases terminated per staff year (civil, criminal, family, and juvenile) ^d	298	327	335	334	351
Average cost per case terminated (civil, criminal, family, and juvenile) (\$) ^d	247	248	258	258	274
Workload/Outputs:					
Criminal cases filed	6,968	6,711	5,540	5,540	5,540
Criminal hearings held	13,804	13,509	10,464	10,464	10,464
Criminal cases tried by jury	151	134	106	106	106
Criminal cases tried by judge	95	79	80	80	80
Criminal cases filed as a percentage of total Circuit Court filings	21.7	18.7	15.4	15.0	15.0
Total Circuit Court filings (civil, criminal, family, and juvenile)	32,119	35,915	36,038	37,889	37,889
Total Circuit Court terminations (civil, criminal, family, and juvenile) ^d	32,242	35,773	36,175	38,078	38,078
Inputs:					
Workyears ^{d,e}	108.3	109.3	108.1	^f 100.0	103.2
Expenditures (\$000) ^{d,e}	7,978	8,879	9,326	9,541	9,926

Notes:

^aTerminations are cases that have gone to sentencing or to case closure, i.e. not guilty verdicts, dismissals, or where the State's Attorney decides not to prosecute.

^bFor criminal cases, disposition time is measured from initial filing to adjudication by trial or plea, less any period of time an arrest warrant was outstanding. It does not include the time for sentencing.

^cThe figures in italics represent targets (guidelines) for the time to dispose of criminal cases when using the given track.

^dWorkyears, expenditures, and the corresponding efficiency measures include the processing of civil, criminal, family, and juvenile cases because it is not feasible to separate expenditures and workyears by type of case. (Staff responsibilities and case processing are not organized by type of case: one person may process several types of cases.) Because workyears and expenditures cannot be split by type of case, both efficiency measures are based on all Circuit Court terminations: civil, criminal, family, and juvenile (this total is shown for reference under "Workload/Outputs").

^eExpenditures include the Family Grant. (The Juvenile Division is partially funded by the Family Grant.)

^fThe State of Maryland assumed the funding for the judicial law clerks, resulting in a permanent decrease in workyears for FY04.

EXPLANATION:

One of the Circuit Court's primary functions is to adjudicate criminal cases. The Court has integrated the Differentiated Case Management (DCM) concept into the daily operations of all units supporting the Circuit Court's functions. DCM is an approach designed to improve the efficiency of case processing and reduce the demand for judicial intervention (continuances, hearings, etc.) at every phase of litigation. DCM achieves these goals by the early differentiation of cases entering the judicial system in terms of the nature and extent of the judicial/justice system resources they will require. Each case is then assigned to an appropriate "track" established by the court system. The track manages the performance of pre-trial tasks and allocates the appropriate level of judicial and other system resources, minimizing processing delays. Mechanisms have been designed to avoid multiple court appearances and assure the timely provision of resources for the expeditious processing and resolution of cases on each track.

Timely case termination based upon track guidelines depends upon the availability of sufficient resource levels in the Circuit and District Courts, the Public Defender's Office, Parole and Probation, the State's Attorney, and others.

PROGRAM PARTNERS IN SUPPORT OF OUTCOMES: District Court, State's Attorney, Public Defender, Department of Correction and Rehabilitation, Montgomery County Police, Sheriff, Clerk of Circuit Court, Parole and Probation.

MAJOR RELATED PLANS AND GUIDELINES: State legislative mandates, Maryland Rules of Procedure, Maryland Annotated Code, Montgomery County Code, Court of Appeals of Maryland.